

**MINUTES OF PUBLIC MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
ADMINISTRATIVE AND LEGAL COMMITTEE
ANNUAL REPORT WORKGROUP**

DRAFT

A public meeting of the Arizona Geographic Information Council was convened on September 15, 2023, at 1:30 pm. Due to a Governor's Executive Order, the meeting was held by phone and online only. Present at the meeting were the following members or designees of the AGIC Administrative and Legal Committee Annual Report Workgroup:

Table 1: Workgroup Voting Members

Member	Agency/Company	In Attendance*
Shea Lemar, Co-Chair	AZ State University	Yes, Virtual
Lucas Murray, Co-Chair	AZ Dept of Transportation	Yes, Virtual
Jenna Leveille	AZ State Land Department	Yes, Virtual
Gene Trobia	Godfather of AZ GIS	Yes, Virtual
Steve Whitney	Pima County	Yes, Virtual

*Yes, Virtual indicates the person was present at the meeting either by phone or by logging in to WebEx.

- I. **Call to order:** Meeting was called to order at 1:39 pm; Introductions were made by the committee ensuring attendance list was managed and quorum established.
- II. **Approval of Minutes:** A motion to approve the minutes from the last meeting was made by Gene and seconded by Jenna. Minutes passed unanimously.
- III. **Discuss AGIC Annual Report:** The group discussed what content should be added to the 2023 Annual Report and how the report should be organized. The group agreed the report would include projects sorted by a mix of governor's priorities and AGIC priorities listed in the strategic plan.

The group agreed that it would be beneficial to gather ideas and feedback from other AGIC council members, committee & workgroup chairs, and GIS professionals in state agencies. A form will be developed to help capture the information, with the goal of sending it out by the end of October.

Next Steps

- Jenna and Lucas will work on developing a survey form to capture the 2023 accomplishments that AGIC and state agencies would like to express in the next annual report.
 - The form will include a list of governor and AGIC priorities we plan to group the accomplishments by as well as a section for them to provide the information about their projects they would like to share.

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- They will have a draft form ready for the Workgroup to review by mid-October.
- This group will meet again to review any survey results and discuss next steps following the November Council meeting

IV. Comments, requests, and items for future agendas and meetings: The next Workgroup meeting will be November 17th at 1:00 PM.

V. Adjourn: Adjourned at 2:30 pm